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151152
15 October 1952

MEMORANDUM FOR: Chairman, CIA Career Service Board
FROM: Chairman, Professional Selection Panel
SUBJECT: Functional Responsibilities of the Professional Selection Panel

1. During its first four meetings, the Professional Selection Panel gave considerable attention to developing a clear understanding of its functional responsibilities and their relationship to those of the Office of Security, the Medical Office, the Personnel Office, the Office of Training and Career Service Boards. The Panel has reviewed its functional responsibilities as outlined in the Final Report of the Career Service Committee and the definition of "professional positions" as included in the Executive Secretary's Report approved by the CIA Career Service Board at its first meeting.

2. As a result of these deliberations, the Professional Selection Panel, with the full concurrence of its advisory representatives, concluded that certain modifications of its basic charter would serve the interest of the Career Service Program. The Panel recommends;

a. That its name be changed to the "Intelligence Career Selection Panel". The Panel is of the opinion that this designation would reflect more accurately the purpose of its mission according to the intent of the DCI and the CIA Career Service Board.

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DOC	39	REV DATE	2 JUL 1961	BY	029725
ORIG COMP		OPI	32	TYPE	01
ORIG CLASS	5	PAGES	4	REV CLASS	U
JUL 1961	20071-2	NEXT REV	2011	AUTH	HR 10-2

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b. That "professional positions" as used in the Final Report of the Career Service Committee, be redesignated "intelligence career positions". The Panel believes that this redesignation would emphasize the significance of the intelligence aspects of CIA positions and support the professional intelligence concept.

c. That intelligence career positions be redefined as, "those positions which offer direct opportunity for career service by developing an individual's understanding or skill in the use of intelligence techniques, thereby preparing him for progressively more specialized or executive assignments in the Agency". The Panel considers all positions, grade GS-7 and above, to fall within this definition and proposes that the Classification and Wage Division of the Personnel Office may, upon consultation with the Panel and the Office concerned, add additional positions at lower grades.

d. That the functional responsibilities of the Panel be restated as follows:

Subject to policies approved by the Director of Central Intelligence and the CIA Career Service Board, the Intelligence Career Selection Panel shall:

1. Insure the establishment (and adoption) of, and monitor the application by responsible offices of, standards for:

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- a. The initial selection for employment of all candidates for intelligence career positions.
 - b. The evaluation of personnel serving trial periods in intelligence career positions to determine their suitability for retention in such positions.
 - c. The selection of employees for assignment into intelligence career positions from other types of positions within the Agency.
2. Determine the over-all suitability of applicants ~~and~~ (CIA personnel for) initial appointment or assignment to intelligence career positions, emphasizing the appraisal of those "intangible" personality and character factors which can not be fully evaluated through available Personnel, Medical and Security techniques.
 3. Hear and decide controversies between operating Offices and administrative Offices arising from the dispute over the qualification of a candidate for employment in an intelligence career position.

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3. The Professional Selection Panel requests approval of these proposed modifications in its charter in order that it may proceed to implement an effective selection program for the Agency.

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